



# Tehachapi Resource Conservation District

Conserving and Enhancing Our Natural Resources and Environment

(661) 825-5400

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## BOARD MEETING

Minutes for August 8, 2024

1. **Call to Order:** At 10:02 am by President Barraclough
2. **Roll Call:** Present: Directors Barraclough, Casdorff, Hammond and Duggan. Absent Jillian Wood, Acting Conservation Technician. Paul Nguyen, NRCS. Public: Mary Moreno, Tehachapi High School
3. **Amend the Agenda:** Take 8c and 9a and 5 to discuss first due to time constraint with a director. Director Casdorff made motion, Director Duggan second. All ayes.
4. **Public Comment** Mary Moreno use to work for Ag Commissioner in our building. This year the High School District funded the ag program and she is the teacher. She would love to have students work with us. She shared her contact information.
5. **Financial Report:** Director Barraclough gave presentation on new payroll with H & R Block. We need grant management software. She is looking into apps that we can use for bookkeeping purposes. Kern Fund has \$24,144. Budget used \$24,000. We are getting new statements about our account from Kern County. Director Barraclough will ask the county how to read these. Check books were shared with board members. We are moving money from our account into grant account as we wait for NRCS to refund us. Had to move \$8500. Mr. Nguyen will try to help us get reimbursement. New budget was not available. Checking has \$7,574 and grant had \$2,585. Audit: Audit still has to go to Auditor Controller. We need an intention letter from BHK for 22/23 audit. We need a special meeting to discuss finances and Ms. Woods contract.
6. **NRCS:** Mr. Nguyen thanks TRCD for the hard work of putting together to Local Working Group meeting and minutes. Inland Empire RCD has grant to disaster recovery support from the fires. NRCS will help such as forrester to do an assessment. Borel fire also had damage. NRCS is hiring more staff with Farm bill. Internet service was cut all week from theft of copper wires. It is the end of the fiscal year and there are challenges.
7. **Staff Report:** Ms. Wood let a written report. She is working on Poster Contest. Also reported on CARCD conference must register by September 6<sup>th</sup> for discount.
8. **Old Business:**
  - a) **Ecology Center Update:** We had live wires in back. Hired an electrician to remove. He also made repairs to outside lights. Motion by Director Duggan to pay for emergency repairs. Director Hammond second. All ayes. Invoice \$478.37. Director Hammond made motion to add emergency repairs to by-laws with a \$1000 cap. Director Duggan second. All ayes. Dannys Yard Service will clean west side of building of ivy. Director Barraclough made motion to approve quote of \$750. Casdorff second. All ayes.
  - b) **Staff Evaluation.** Director Casdorff made a motion to adjourn to Executive Session. Director Hammond second. Adjourn Executive Session. Open Public Meeting. Report on Executive Session. Ms Wood contract extended another year with a pay increase and Paid Private time off included. Directors Casdorff and Barraclough will form an evaluation committee to present yearly evaluation to Ms. Wood.
  - c) **Sam #.** Director Casdorff reports it has been accepted for renewal review.

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Website: [TehachapiRCD.org](http://TehachapiRCD.org)



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- d) **Weed Management Meeting.** Kern County Agriculture dept asked if we would share our Glenn Harris weed management plan. They will be putting it on their website. Director Duggan made motion to share our plan with them. Director Hammond Second. All ayes.
  - e) **NACD Grant 2024.** Director Hammond made motion for the TRCD to apply for this grant. Director Duggan second. All ayes.
  - f) **Kern Valley RCD:** Director Casdorff met with LAFCO, Department of Conservation and CARCD to discuss any funding. Discussed TRCD Sphere of Influence (SOI). We can do projects within our SOI which include some areas of old Kern Valley RCD.
  - g) **Trees for Schools.** Director Hammond is talking with the nursery for setting aside trees and will talk to Rob Schultz of Tehachapi-Cumming Valley Water District regarding funding.
  - h) **Postpone H.** Website. Director Barraclough needs to meet and confer with Director Duggan to brief the board.
9. **Board Member Comment:** Director Barraclough met with Rob Schultz as a public person after the working group meeting. HE explained many things happening in this area. Director Casdorff said new state law required us to do a Heat Prevention Plan. She will draft for Board approval.
10. **Adjourn:** Director Casdorff made motion to adjourn Director Hammond second. All ayes.  
Adjourned 12:30 pm